

CENTRAL HIGH SCHOOL
REQUESTS TO B I C C

June 4, 1973

1. Invite business men and speakers from various occupations to address classes on various occupations and to describe job functions and company requirements for general employment. Representatives might tell students of the advantages of seeking advanced education and of the advantages of earning a college degree. Former students who have succeeded may be good representatives.
2. Arrange field trips to industrial and work sites, to business offices, to hospitals so as to make students aware of job opportunities and the skills required for such jobs.
3. Ask business personnel to demonstrate various office equipment on business sites and at Central High School.
4. Employ Laboratory Assistants in Central's laboratories.
5. Provide seminars, workshops and conferences for teachers so as to upgrade the teaching skills. Ex.: Computer workshop. Invite business personnel to attend faculty meetings so that they might tell Central teachers and students what they want from us; specifically what marketable skills are required.
6. Donate specific equipment and materials.
 - a. Business forms such as requisitions, purchase orders, invoices, etc.
 - b. Machines such as Xerox, duplicators, time clocks with cards, etc.
 - c. Equipment needed for medical tests such as blood analysis, metabolism tests, urinalysis, etc.
 - d. Compasses, dividers, triangles, French curves for Industrial Arts.
 - e. Style manuals used in business training.
7. Access to company libraries and the use of any instructional material such as films and filmstrips.
8. A media coordinator and media center.
9. Elicit from business and industry a statement of their needs and requirements so that a more meaningful implementation of objectives can be achieved.
10. Business to draw up a special vocabulary list applicable to them. These words will be incorporated into any spelling and vocabulary list in our classes.
11. Train teachers to teach students skills which business especially wants.
12. Liaison between English and business to be set up where problems could be brought up and discussed.
13. Establish apprenticeship programs.
14. Set up work study group at Maryland Medical Center.